

For DNR Use Only

Eligible For:

- |   |  |
|---|--|
| <input type="checkbox"/> ACQUISITION & DEVELOPMENT OF LOCAL PARKS | <input type="checkbox"/> ACQUISITION OF DEVELOPMENT RIGHTS |
| <input type="checkbox"/> URBAN RIVERS                             | <input type="checkbox"/> RECREATIONAL TRAILS               |
| <input type="checkbox"/> URBAN GREEN SPACE                        | <input type="checkbox"/> LAND AND WATER CONSERVATION FUND  |

**NOTICE:** Use of this form is required by the Department for any application filed pursuant to Ch. NR 50.06, NR 50.21, NR 51, Subchapters XI-XV, Wis. Adm. Code. The Department will not consider your application unless you complete and submit this application form. Personal identifiable information will only be used in conjunction with the programs listed above. If you have any questions contact your local community service specialist. Personally identifiable information provided on this form will be used for program administration and will be available to requesters as required under Wisconsin's Open Records Law [ss. 19.31 - 19.39, Wis. Stats.].

**APPLICANT INFORMATION**

Applicant		Individual Authorized to Act on Behalf of Applicant:	
Street or PO Box		Title	
City, State, Zip Code		Telephone Number:	Fax Number:
County	Current Population	Year	E-Mail Address
<b>Mail Check to (If different from applicant):</b>			
Name:		Address:	
Organization:		City	State Zip

**PROJECT INFORMATION**

Project Title:		<b>Financial Summary</b>	
		<b>Total Project Costs</b> (from Worksheet, Form 8700-14)	<b>Grant Request</b> (up to 50%)
		\$	\$
Project Type: (Check one)		<b>Sponsor Match Sources:</b>	
<input type="checkbox"/> Development <input type="checkbox"/> Renovation <input type="checkbox"/> Land Acquisition <input type="checkbox"/> Easement Acquisition		Sponsor Funds (include force acct.) \$	
Project Location		Donations (land, services., labor, materials, etc.) \$	
Township	Range	Section	1/4 1/4 County
Congressional/Legislative District Numbers		Other Government Grants-Specify: \$	
WI Assembly		US Congress	
<b>Project Description: IMPORTANT.</b> Attach a thorough project description. See the application form instructions and narrative example for what to include.		<b>Total Sponsor Match:</b> \$	

**PROJECT DOCUMENTATION:** Must be completed for all projects

**NOTE:** an asterisk next to a "☐ Yes" indicates attachment or explanation in narrative is necessary when checked.

REQUIREMENT	The project must be supported by an adopted and DNR accepted comprehensive outdoor recreation plan. Indicate plan title and page:
* <input type="checkbox"/> Yes <input type="checkbox"/> No	1. Has the local unit of government adopted a comprehensive plan compliant with s. 66.1001, Wis. Stats.(Smart Growth)? If yes, submit adoption ordinance.
<input type="checkbox"/> Yes <input type="checkbox"/> No	2. Is your project specifically identified in your local comprehensive outdoor recreation plan by location and facility? Indicate page or section number:
<input type="checkbox"/> Yes <input type="checkbox"/> No	3. Does the project implement a recommendation contained in any other community plan, regional plan of another unit of government, or a statewide plan? Indicate plan name and pages:

* <input type="checkbox"/> Yes <input type="checkbox"/> No	4.	Does the local government have an approved park land dedication ordinance? Submit copy of the resolution of the adoption of the ordinance.
* <input type="checkbox"/> Yes <input type="checkbox"/> No	5.	Will this facility be used extensively by people outside your governmental jurisdiction? If yes, explain in narrative.
* <input type="checkbox"/> Yes <input type="checkbox"/> No	6.	Are there project partners in administering the project? Explain partners involved and their roles in narrative.
* <input type="checkbox"/> Yes <input type="checkbox"/> No	7.	If two governmental agencies involved in project, is it a consolidation effort that will result in financial savings or user benefit that would not be realized otherwise? Explain in narrative.
<input type="checkbox"/> Yes <input type="checkbox"/> No	8.	Are there any underground utility easements or overhead power lines on the property?
* <input type="checkbox"/> Yes <input type="checkbox"/> No	9.	Does the project involve lands in the process of a brownfields remediation investigation? If yes, explain in narrative and submit remediation plan information.
* <input type="checkbox"/> Yes <input type="checkbox"/> No	10.	Does the project involve a former brownfields site that has been remediated and closed? If yes, submit signed DNR final close out letter.
	11.	How does the project provide for the public to access the property? (Check types) <input type="checkbox"/> Roadway <input type="checkbox"/> Trail <input type="checkbox"/> Adjacent applicant property <input type="checkbox"/> Other: _____
	12.	When will the property or facility be open to the public? _____
	13.	Who is the primary project manager? <input type="checkbox"/> Applicant from Page 1 <input type="checkbox"/> Other – Specify: _____
	14.	Who is handling the financial administration of the project? <input type="checkbox"/> Applicant <input type="checkbox"/> Other - Specify: _____

**IF ACQUISITION:**

*Also, complete back side of form 8700-14, Cost Estimate Worksheet*

	1.	The landowner (seller) is a(an): <input type="checkbox"/> individual <input type="checkbox"/> developer <input type="checkbox"/> corporation <input type="checkbox"/> Other: _____
* <input type="checkbox"/> Yes <input type="checkbox"/> No	2.	Is the property legally located in another unit of government? If yes, attach copy of approval resolution from other jurisdiction.
* <input type="checkbox"/> Yes <input type="checkbox"/> No	3.	Can the property be divided under the current local land use plan?
<input type="checkbox"/> Yes <input type="checkbox"/> No	4.	Is the property listed on the open market or has a developer made an offer?
* <input type="checkbox"/> Yes <input type="checkbox"/> No	5.	Do you have an accepted offer or option to purchase? If yes, attach.
<input type="checkbox"/> Yes <input type="checkbox"/> No	6.	Have you purchased the property already? If yes, date: _____ If so, have you received a DNR waiver of retroactivity for the project? <input type="checkbox"/> Yes <input type="checkbox"/> No If no, anticipated closing date: _____
* <input type="checkbox"/> Yes <input type="checkbox"/> No	7.	If an easement acquisition, have you included a copy of the draft easement? If no, explain timeline in narrative.
* <input type="checkbox"/> Yes <input type="checkbox"/> No	8.	Is the property currently being leased or rented? Expiration Date: _____ If yes, include copy of lease and explain in narrative.
* <input type="checkbox"/> Yes <input type="checkbox"/> No	9.	Are there any buildings on the property? If yes, explain in the narrative what will be done with them.
* <input type="checkbox"/> Yes <input type="checkbox"/> No	10.	After (or at the time of) the land purchase, will a conservation easement be executed on the property? If yes, explain in narrative and attach draft easement.
* <input type="checkbox"/> Yes <input type="checkbox"/> No	11.	Did seller originally acquire property 3 or less years before expected date of purchase? If yes, attach copy of sellers deed for grant calculation purposes.
* <input type="checkbox"/> Yes <input type="checkbox"/> No	12.	Is seller requiring payment for property over time? If yes, explain arrangement in narrative.

<b>IF DEVELOPMENT:</b>		<i>Also, complete form 8700-14, Cost Estimate Worksheet</i>	
	1.	Total Park Acreage: _____ <input type="checkbox"/> Project site is undeveloped	This Development Project Site Acreage: _____ <input type="checkbox"/> Project site is partially developed
* <input type="checkbox"/> Yes <input type="checkbox"/> No	2.	Does someone other than the applicant from page 1 own the site? If yes, explain in narrative and attach easement or lease document.	
	3.	Estimated project timeline: Start Date: _____ Completion Date: _____	
* <input type="checkbox"/> Yes <input type="checkbox"/> No	4.	Does the project involve the use of recycled materials or products? If yes, explain in narrative.	
<input type="checkbox"/> Yes <input type="checkbox"/> No	5.	If a trail project, does the applicant provide or support a trail patrol associated with the proposed trail?	
<b>LAND DONATION INFORMATION (if applicable):</b>			
Parcel Owner: _____			
Number of Acres: _____		Appraised Value: \$ _____	Date of Donation: _____
Location: Township _____ Range _____ Section _____ 1/4 1/4 _____			
Has appraisal been submitted to department for approval? Yes <input type="checkbox"/> No <input type="checkbox"/> If no, submit appraisal.			
Property Description: Attach description of donation property for review of eligibility (include description, location map, boundary map, and legal description)			
I certify that information in this application and all its attachments are true and correct and in conformity with applicable Wis. Statutes.			
Name of Authorized Representative		Title	
Signature		Date Signed	

**Complete the Project Checklist on the following page and submit one copy of project application materials to the DNR Region Community Services Specialist.**



**Community Services Specialist**  
Northern Region – Spooner  
810 W. Maple Street  
Spooner WI 54801  
TELEPHONE: (715) 635-4130  
FAX: (715) 635-4105

**Community Services Specialist**  
Northern Region - Rhinelander  
107 Sutliff Avenue  
Rhinelander WI 54501  
TELEPHONE: (715) 365-8928  
FAX: (715) 365-8932

**Community Services Specialist**  
West Central Region  
1300 W. Clairemont Avenue  
PO Box 4001  
Eau Claire WI 54702  
TELEPHONE: (715) 839-3751  
FAX: (715) 839-6076

**Community Services Specialist**  
Northeast Region  
2984 Shawano Ave.  
Green Bay WI 54313  
TELEPHONE: (920) 662-5121  
FAX: (920)

**Community Services Specialist**  
South Central Region  
3911 Fish Hatchery Rd  
Fitchburg WI 53711  
TELEPHONE: (608) 275-3265  
FAX: (608) 275-3338

**Community Services Specialist**  
Southeast Region  
2300 N. Dr. Martin Luther King  
Jr. Dr.  
Milwaukee WI 53212  
TELEPHONE: (414) 263-8610  
FAX: (414) 263-8661

ACQUISITION PROJECT	DEVELOPMENT PROJECT	APPLICATION ITEM
<input type="checkbox"/>	<input type="checkbox"/>	1. Project Resolution by Grant Sponsor
<input type="checkbox"/>	<input type="checkbox"/>	➔ 2. Project Narrative
<input type="checkbox"/>	<input type="checkbox"/>	➔ 3. Project Location Map
<input type="checkbox"/>	<input type="checkbox"/>	⇒ 4. Project Boundary Map
<input type="checkbox"/>	<input type="checkbox"/>	5. Legal Description
	<input type="checkbox"/>	⇒ 6. To-scale Site Plan, Preliminary Building Drawing Plans
<input type="checkbox"/>		⇒ 7. Conceptual Future Site Plan, if trails, facilities, etc., are to be developed.
	<input type="checkbox"/>	⇒ 8. Estimated Construction Timeline, Including Schedule of Dev. Phases, if applicable
<input type="checkbox"/>	<input type="checkbox"/>	⇒ 9. Cost Estimate worksheet - Form 8700-14
	<input type="checkbox"/>	⇒ 10. Draft Easement or Lease Document, if development project is on land not owned by applicant.
	<input type="checkbox"/>	11. Required Permits
<input type="checkbox"/>	<input type="checkbox"/>	12. Appraisal(s) <i>(For Development Projects - Third party land donation used as match)</i>
<input type="checkbox"/>		⇒ 13. Draft Easement, if easement acquisition or easement involved in project
<input type="checkbox"/>		14. Just Compensation Form, if price negotiated & federal funds are being considered
<input type="checkbox"/>		15. Relocation Plan, if applicable
<input type="checkbox"/>		16. Signed Option or Offer to Purchase
<input type="checkbox"/>		17. Agricultural Impact Statement, if applicable
<input type="checkbox"/>		18. Hazards Assessment Form (for Land & Water Conservation Fund Program)
<input type="checkbox"/>	<input type="checkbox"/>	19. If brownfield site, remediation plan information
<input type="checkbox"/>	<input type="checkbox"/>	⇒ 20. If brownfield site and remediation has occurred, signed DNR Final Close Out Letter
<input type="checkbox"/>	<input type="checkbox"/>	⇒ 21. Parkland dedication ordinance adoption resolution, if applicable.
<input type="checkbox"/>		⇒ 22. If property located in another jurisdiction, approval resolution from other jurisdiction
<input type="checkbox"/>		⇒ 23. If seller has owned property for less than three (3) years, copy of sellers deed

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